

Applicant's Name _____

GENERAL REGULATORY CRITERIA

Regulatory Experience and Expertise

Regulatory Experience and Expertise Explained:

This form documents your knowledge of the meaning and application of the Code of Federal Regulations (CFRs). This knowledge allows the DER to determine compliance with the appropriate airworthiness regulations. In the REGULATORY CRITERIA blocks, check the spaces next to the CFR part(s) for which you are seeking a designation. You must submit supplementary documentation which verifies where and how you acquired your knowledge of acceptable compliance to the requested CFR part. An example might look as follows:

"From 1987 to the present, I have been employed by the Big Airplane Company in Mojave, Texas. My recent position (1995-1997) was as a Systems Integration Engineer on the re-engine modification project on the AA-490 airplane. I reviewed and coordinated with the FAA Project Manager, Mr. J. Smith, on the certification basis for this project. I reviewed applicable Advisory Circulars in the 20- and 25- series and prepared and submitted the Certification Plan for the project. There were four Special Conditions on this project that I coordinated with the FAA and developed the method of compliance for lightning, HIRF, composite nacelles, and cockpit instruments. The Special Conditions and Method of Compliance Issue Papers were coordinated with Mr. R. Jones of the Transport Directorate Standards Staff.

<i>DER APPLICANT USE ONLY</i>
CRITERIA DESCRIPTION:
Applicant provides supplementary documentation to verify he/she is cognizant of regulatory requirements and problems related to civil aircraft approvals and has had direct experience requiring expertise in the certification process.

<i>FAA USE ONLY</i>	
Adv	EP

<i>DER APPLICANT USE ONLY</i>	
Requested	Possesses a working knowledge of the pertinent FAA regulations.
	CFR 21
	CFR 23
	CFR 25
	CFR 27
	CFR 29
	CFR 31
	CFR 33
	CFR 34
	CFR 35
	CFR 36
NOTE: The delegation of a specific regulation also includes the delegation for predecessor and other applicable regulations.	

<i>FAA USE ONLY</i>	
Adv	EP

Supplementary Documentation (attach additional sheets as required).

Applicant's Name _____

GENERAL TECHNICAL CRITERIA

Technical Expertise and Experience

Technical Expertise and Experience Explained:

This form documents that the you have had at least 8 years of progressively responsible experience in the appropriate engineering discipline. Incorporated into these criteria is a requirement to possess knowledge of those fundamentals common to all engineering disciplines. This form is also used to determine the Delegated Functions/Authorized Areas that are the basis for the scope of appointment. You must list at least three references and include telephone numbers at which they may be reached during normal business hours Monday through Friday. These references must be persons who have first-hand knowledge of your technical abilities. These persons must possess the technical knowledge necessary to make such a judgment regarding your technical ability. Although not required, it will be helpful if these references are persons known to the Aircraft Certification Service. You must include supplementary documentation which verifies that you possess appropriate engineering knowledge. This may be done by listing an engineering degree from an accredited university, by indicating you have successfully completed the Engineer-In-Training test of a state's Professional Engineering Registration program, or by documenting experience and education by which you have gained the basic knowledge common to all engineering disciplines.

DER APPLICANT INFORMATION	
CRITERIA DESCRIPTION:	
Basic Engineering Knowledge: (fundamentals) Accredited Engineering Degree Documented Knowledge	
List a minimum of three verifiable technical references (You may use the same three as character references):	
1.	<div>_____</div> <div>Name Phone Number</div>
2.	<div>_____</div> <div>Name Phone Number</div>
3.	<div>_____</div> <div>Name Phone Number</div>
4.	<div>_____</div> <div>Name Phone Number</div>
5.	<div>_____</div> <div>Name Phone Number</div>
Engineering Experience:	
8 years experience (<i>An engineering degree or equivalent may be substituted for 4 years of this requirement</i>)	

FAA USE ONLY		
Adv		EP
	<p><i>ACO advisor must contact at least three references giving positive recommendations.</i></p> <p><i>Or</i></p> <p><i>Advisor attaches justification for not contacting references.</i></p>	
	<p>Advisor lists years rated</p>	

Supplementary Documentation (attach additional sheets as required).

[illegible]

Applicant's Name _____

GENERAL INTERFACE CRITERIA

Direct Interface With FAA Personnel and Procedures

Direct Interface With FAA Personnel and Procedures Explained:

This form is used to document both your character references and your direct interface with the FAA personnel and procedures. List at least three references and include a telephone number where they may be contacted during normal office hours Monday through Friday. These references should be able to verify your integrity, ethics, and interpersonal skills.

DER APPLICANT INFORMATION		FAA USE ONLY	
CRITERIA DESCRIPTION		Adv	EP
List a minimum of three verifiable character references who can substantiate that you possess integrity and sound judgment (you may use the same three as technical references):			
1.	Name _____ Phone Number _____		
2.	Name _____ Phone Number _____		
3.	Name _____ Phone Number _____		
4.	Name _____ Phone Number _____		
5.	Name _____ Phone Number _____		
Applicant has the ability to maintain the highest degree of objectivity while performing authorized functions on behalf of the FAA.			
Command of the English Language – spoken: All designees must have sufficient command of the English language to allow the designee to perform assigned functions.			
Command of the English Language – written: All designees must have the ability to write clear, concise, informative, and meaningful documents and reports.			
Applicant must be sufficiently knowledgeable in technical and administrative functions associated with the appointment and must satisfactorily demonstrate this to the FAA prior to appointment.			
Integrity, professionalism, and sound judgment: All designees must possess and maintain a reputation in the aviation industry, their profession, and the community for a high degree of integrity, honesty, professionalism, dependability, sound judgment, and a cooperative attitude. (Company applicants must include a statement from the company attesting to these attributes.)			
Company applicant must report to a level of management in the organization sufficient to enable the applicant to administer the pertinent FAA regulations effectively without undue pressure or influence from other organization elements.			
Applicant has demonstrated adequate experience working directly with the FAA within the technical discipline requested.			
Applicant's title:			
		Executive Title	Y/N
		(Circle One)	

You must include documentation showing that you have had significant experience in a direct working relationship with the FAA. This documentation should be in the following format: projects worked, dates of work, activity involved, and point of contact within the FAA. An example might look as follows:

“Big Airplane AAA-44, April 1989 to present, STC project for EFIS system on Boeing Model 727-200; Jerry Smith (1989-1990) and multiple STC projects; George Burns (1990-present).”

Supplementary Documentation (attach additional sheets as required).

Applicant's Name _____

GENERAL STANDARDIZATION CRITERIA

Knowledge of the Standardized FAA DER System

Knowledge of the Standardized FAA DER System Explained:

This form is used to document your knowledge of DER responsibilities, authority, limitations, activities, and procedures while serving as a representative of the FAA Administrator in the FAA certification process. The certificate of completion of the DER Initial Seminar that you are provided upon successful completion of the seminar is used as evidence of your knowledge of DER functions. Submittal of a copy of this record of completion of the DER Initial Seminar is required by you before appointment or identification as a candidate. You may also list other experience, training, etc., that has helped you gain this knowledge. If evidence of completion of the DER Initial Seminar is not found recorded in the training section of the DIN, the appointing office will update the training file accordingly.

<i>DER APPLICANT INFORMATION</i>
CRITERION DESCRIPTION:
Applicant completes DER Initial Seminar

<i>FAA USE ONLY</i>		
Adv		EP
	Review record of completion	

List Relevant Experiences, Training, etc.
